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Resilient nations.*

**TERMS OF REFERENCE
LANDSCAPE ENGINEER
CONSULTANCY**

PROJECT TITLE :

“Decentralization, Accountability and Integrity at Local Level Programme (DAILL) in Jordan”

Duration:	6 months
Contract Start Date:	January 1 st , 2022
Contract End Date:	June 30 th , 2022
Duty Station:	Project site in Madaba Governorate/ Greater Madaba Municipality with commuting to Ministry of Interior, Amman – Jordan

BACKGROUND

The United Nations Development Programme (UNDP) supports Jordan to achieve sustainable development that leads to transformational change in service-centered institutions and bring about real improvements in people’s lives. UNDP employs a participatory approach to ensure mutual ownership is gained into the design and implementation of policy and programming to guarantee addressing the development challenges that affect the country. UNDP also ensures that considerations such as gender equality, private sector engagement, environmental sustainability, and innovation are addressed, while aligning local demand driven development solutions to the 2030 Agenda.

UNDP and the European Union collaborate in improving public sector’s transparency, accountability, and responsiveness to citizens’ needs in Jordan. The European Union awarded funds to the United Nations Development Programme (UNDP) to implement the programme “Decentralization, Accountability and Integrity at Local Level Programme (DAILL) in Jordan”. A four-year initiative is currently supporting the decentralisation reforms and SDG16 “Peace, justice and strong institutions” implementation in the Kingdom, in line with the policy priorities of the Government of Jordan in the National Renaissance Plan.

DAILL seeks to institutionalise citizen participation in planning as well as to holding the authorities and public officials accountable for their actions and omissions in line with the recommendations of previous evaluation studies. the Programme’s implementation will be fundamentally focused on strengthening the administrative and

downwards accountability in Jordan. The role of elected councils and the relationship between citizens and public administration throughout the planning/budget cycle will be enhanced. Transparency will be strengthened through participatory planning processes for both, integrated territorial development plans (governorates and municipalities) and sectoral plans (health, education, social services). As a result, decision-making for the allocation of public resources is expected to be transparent (full disclosure and discussion) and will incorporate the demands and expectations of communities and citizens. Furthermore, development plans should reflect national policies and commitments to achieve the SDGs. Accountability will be enhanced during the execution of the plans and further evaluation of the results of the plans.

In addition, focusing on the field of local governance, the programme will encompass environment-related activities. Focusing on the nexus between climate action and human development, the programme will seek to enhance the capacity of local institutions to effectively implement SDG13 and SDG15. The programme will also scale up local partnerships and support climate or innovative local solutions that bring benefits across SDGs.

PURPOSE OF THE CONSULTANCY

The DAILL in Jordan project seeks an expert to develop a design for the Livestock Market (Souq Al- Halal) of the Madaba Governorate. The consultancy is meant to develop an environmentally friendly and sustainable design for the Livestock Market (Souq Al- Halal) in Madaba on 55 dunams¹ provided by the municipality while considering health and safety dimensions.

Objective of the Consultancy

The main objective of this assignment is to provide a detailed design, bill of quantities (BOQ) and cost estimates of the Livestock Market (Souq Al- Halal) of Madaba. In addition to the consultant will:

1. Conduct a complete assessment for a multi-phased approach of the livestock market needs dimensions and requirements by evaluating the space provided within all required international health and safety provisions.
2. Develop a design that meets the requirements of the governorate for livestock holding, sales, and distribution.

Scope of Work of the Consultancy

The Landscape Engineer will work closely with the Greater Madaba Municipality team (GMM) and the DAILL Project manager to achieve the following tasks through a multi-phased approach:

1. Working closely with the Greater Madaba Municipality (GMM) team, develop a fully rounded and comprehensive data collection, site analysis, and assessment of the project.
2. Provide an analysis report on the allocated space for the new livestock market (Souq Al-Halal) in comparison with the old Madaba Livestock market.
3. Provide a design for the new Madaba Livestock Market that meets the requirements of the municipality in catering to their respective communities.

¹ One dunam equals 1,000 square metres (0.10 ha)

4. Provide the final architectural and engineering construction drawings including the fully-fledged plans (overall site plan, landscape plan, furniture plan, etc...) with the required specifications and BoQs.
5. Mobilise the project from the design phase to the development and initiation phase according to the plans.
6. Finalize and provide the official and registrations documents (stamped authorities approval and construction licenses) needed for the implementation).
7. All the costs and fees to be paid for official authorities (JEA, CDD, GMM...etc.) should be covered by the Consultant herein and included in the price offer for this assignment.
8. Assist in the UNDP procurement process and the selection of the construction contractor.
9. Assist DAILL and Greater Madaba Municipality in the implementation and supervision phase with the contractor.

Deliverables		% of payment (US\$)	Target Date
1.	Provide a comprehensive plan for the consultancy period	15%%	16 th Jan 22
2.	Data collection and site analysis report	10%	15 th Feb 22
3.	Concept design of the Madaba Livestock market (Souq Al_Halal)	15%	31 st March 22
4.	Final architectural and engineering construction drawings and plans, specifications, BoQs and cost estimate with a breakdown	20%	28 th April 22
5.	Official authorities' approvals and licenses	10%	15 th May 22
6.	Contractor's selection	15%	15 th Jun 22
7.	Provide an implementation supervision action plan and time frame	15%	30 th Jun 22
Total:		100%	

The total contract volume will be negotiated based on the agreed scope of work and the consultant's qualification and experience. The Consultant will agree the format and content of each output. Amendments to these outputs and deliverables may be agreed.

DURATION OF THE WORK

The duration of the Consultancy is 6 months to be conducted during the period of 1st January 2022– 30th Jun 2022, of which the consultancy will require the consultant's presence in Jordan.

QUALIFICATIONS OF THE SUCCESSFUL EXPERT

Education

At least bachelor's degree Architectural Engineering, Civil Engineering, or any related engineering degree.

Experience

- At least 10 years of relevant experience in architectural engineering projects in Jordan is crucial for performing this assignment and experience in the MENA region would be of added value. 20 Points
- Ability and experience in working with and managing relations with multiple partners would be of significant value. 20 Points
- Experience in leading and managing architectural engineering multi-phased approach project is required. 10 Points

The Passing score of shortlisting is 70% out of 100%

Language

- Excellent knowledge of the Arabic and English languages.
- Capacity to communicate fluently with different stakeholders (Government authorities, Development Partners, civil society, etc.).

CRITERIA FOR SELECTION OF BEST OFFER

The award of the contract shall be made to the offeror whose offer has been evaluated and determined as:

- Being responsive, compliant, acceptable and
- having received the highest score based on the following weight of technical and financial criteria for solicitation as per the schedule below:
 - Technical criteria weight: 70%
 - Financial criteria weight: 30%

Only candidates obtaining a minimum of 49 points (70%) in the technical evaluation shall be considered for the financial evaluation.

Of those offers considered in the financial evaluation, the lowest price offer will receive 30 points. The other offers will receive points in relation to the lowest offer, based on the following formula: $(P_n/PI) * 30$ where P_n is the financial offer being evaluated and PI is the lowest financial offer received.

The consultant should submit a proposal with not more than 3 pages and reflect the following experience and competencies:



Criteria	Weight	Max. Points
Technical:	70%	
Long experience in architectural engineering in general and landscaping projects, preferably has an experience in architecting open areas and markets in Jordan and the region.		25 Points
Proposed Method Statement to implement the required scope of work in the ToR.		25 Points
Have the required functional and core competencies, with the required language skills as required in the ToR.		20 Points
Financial:	30%	
		30 Points
Financial Proposal		
Total:	100%	100 Points

DOCUMENTS TO BE SUBMITTED

Interested offerors are invited submit the following documents/information to be considered:

1. Offeror's letter, as per the attached form
2. Personal History Form (P-11), including 3 references
3. Technical proposal
 - i. Explaining why they are the most suitable for the work
 - ii. Providing a brief methodology (not more than 3 pages) on how they would approach and conduct the work.
4. Financial proposal in accordance with the attached schedule

Please submit above information no later than **23/12/2021, at 17:00 hrs (Jordan time)** by email to: ic.jo@undp.org with subject: "LANDSCAPE Engineer".

Incumbent (if applicable)		
Name	Signature	Date
Supervisor		24-Nov-2021
Name: Asma Fashho	Signature	Date
Chief Division/Section		24-Nov-2021
Name: Majida Al-Assaf	Signature	Date